CHIEF SECRETARIAT.

No. P. 5782—*P. P.* 76-38-3, *dated 2nd May* 1939.

Memo.

The following notice is published for the information of candidates intending to apply for recruitment to the Ministerial Service (Clerks' Grade) of the Government of India.

By Order,
B. T. KESAVIENGAR,
Chief Secretary to Government.

FEDERAL PUBLIC SERVICE COMMISSION (INDIA).

NOTICE.

Delhi, the 13th March 1939.

The Federal Public Service Commission will hold a joint competitive examination on Thursday the 7th December 1939, to fill vacancies which are expected to occur for appointments as clerks in the Ministerial Establishment of the Government of India Secretariat and Attached Offices and as Civilian Clerks in the Lower Division of the Army and Air Force Headquarters Section of the Indian Army Corps of Clerks during the period from the 1st April 1940 to the 31st March 1941, barring a few vacancies that may have to be filled otherwise.

2. The number of vacancies which will occur during this period is not known at present. It may, however, be necessary to fill a few vacancies occurring during this period from the list of the examination held in 1938. The number of vacancies that may be so filled is also not known at present. All vacancies will be filled in accordance with the instructions in the Home Department Resolution No. F. 14/17—B.-33—Ests., dated the 4th July 1934.

It is expected that besides other vacancies there will be about twenty vacancies to be filled by lady candidates.

Note (i).—It has been decided by the Government of India that the employment of lady clerks in offices of Army Headquarters will be restricted to un-married ladies and widows who will be required to resign their respective appointments on marriage or re-marriage as the case may be.

Note (ii).—Appointment to vacancies in the Army and Air Force Headquarters Offices reserved for ladies will be made from among lady candidates who are willing to accept employment there (*vide* item 18 of the Application form) and are eligible therefor. In other cases lady candidates will be offered posts in the manner laid down in paragraph 3 (a) and (b).

3. Subject to the provisions of paragraph 12—

(a) Candidates will be placed in the order of their merit in the examination and will be offered posts as vacancies occur.

(b) Posts reserved for candidates of a particular Community will be offered to candidates of that community in order of merit.

(c) Candidates will, on first appointment to a permanent vacancy or a vacancy expected to become permanent, be placed on probation normally for one year and will, during this period, draw salary at the minimum of the time-scale:

Provided that candidates holding substantive posts under Government at the time of such appointment will draw their substantive pay, if at any time during the period of probation, it exceeds the minimum of the time-scale.

(d) It is not open to successful candidates to choose between different kinds of offices except when they prefer a Civil to an Army and Air Force Headquarters Office. Candidates are required to state in their application forms whether they are willing to accept employment in Army and Air Force Headquarters or not, and those who answer this question in the affirmative and subsequently decline an appointment in Army and Air Force Headquarters will be relegated to the bottom of the list of candidates considered suitable for employment. They will subsequently be considered for vacancies in Civil Offices only, provided they are eligible for appointment to such offices, otherwise they will be re-considered for employment in Army and Air Force Headquarters only.

(e) Candidates selected for appointment will, within one month of joining their posts have to submit to a test in typewriting to be conducted by the Commission. At this test, candidates will have to prove that they can type with accuracy and neatness at a speed of at least 30 words a minute and that they can type with accuracy from manuscript. Those who fail will, forthwith, forfeit their appointments. Lady candidates will have to pass the prescribed test in typewriting before they join any appointment that may be offered to them.

Note.—Candidates are not required to submit certificates of proficiency in typewriting. The fact that a candidate has submitted such a certificate in connection with a previous examination and that it has been accepted by the Commission will not exempt him from having